



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
ASSISTANT CHIEF OF STAFF FOR INSTALLATION MANAGEMENT
600 ARMY PENTAGON
WASHINGTON, DC 20310-0600

DAIM-ED

18 JAN 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Environmental Management System (EMS) Awareness Level Training
Metric

1. Reference:

- a. Executive Order 13148, Greening the Government Through Leadership in Environmental Management, 21 Apr 00.
- b. Memorandum, OASA (I&E), SAIE-ESOH, 13 Jul 01, subject: Army Environmental Management System – ACTION MEMORANDUM.
- c. Memorandum, OACSIM, DAIM-ZA, 10 Jul 03, subject: Army Environmental Management System Policy.
- d. Email, HQDA (DAIM-EDS), Mr. Douglas Warnock, 23 Dec 04, subject: EMS Awareness Training -- Changing Metric Language

2. The purpose of this memorandum is to inform you of a change in language to the EMS metric regarding awareness training. The metric as currently written in the Army Environmental Quality Report (EQR) requires installations to report a percentage of employees that have received awareness training. This implies that awareness training must be documented for each person which is not consistent with the intent of the DOD metric nor Army EMS policy and has placed an unnecessary burden upon installation staff. The intent of this change is to remove the undue administrative burden of tracking individual personnel training while tracking progress toward developing, documenting and following a procedure for ensuring all employees on the installation receive EMS awareness training.

3. Effective immediately, the metric language will read as follows: "Has your installation established a documented procedure and followed it to ensure that appropriate installation personnel have received EMS awareness training?" with the possible answers being (1) Yes; (2) In Development; or (3) No, procedure not developed or implemented.

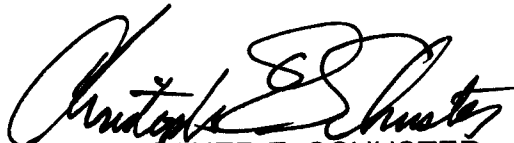
4. This change in language meets the intent of the DOD awareness training metric and brings the answers to this question in line with the rest of the EQR. Subsequent changes will be made to the EQR. The awareness training milestone should be completed NLT 30 March 05.

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5. The HQDA POC is Mr. Douglas Warnock, DSN 329-1573 or commercial
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